

EXECUTIVE SECRETARIAT

ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI		✓		
6	DDA		✓		
7	DDO				
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9	Chm/NIC				
10	GC		✓		
11	IG		✓		
12	Compt				
13	D/Pers				
14	D/OLL				
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18	C/IPD/OIS				
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SUSPENSE _____
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Remarks

[Signature]
Executive Secretary
6/11/84
Date

3637 (10-81)

United States of America
**Office of
Government Ethics**

EXECUTIVE Registry

DA-2430

Office of Personnel Management
Washington, D.C. 20415

MEMORANDUM

JUN 1 1984

SUBJECT: Preliminary Announcement - 5th Annual Ethics in Government Conference -
September 18, 1984

FROM: David H. Martin
Director

David A. Martin

TO: Prospective Conference Participants

The Office of Government Ethics (OGE) is pleased to announce that its 5th Annual Conference will take place Tuesday, September 18, 1984 at the Department of Commerce's Auditorium in Washington, D.C. Given the Commerce Auditorium's seating capacity of 550, a recurrence of last year's overcrowding problem is most unlikely.

This year's program will parallel those of previous OGE Conferences and will include a series of workshops/panel discussions designed to provide an in-depth review of recent developments in the Federal ethics community to those officials who actually administer the individual departmental and agency ethics programs.

The morning session will begin with an explanation of the Inspector General Act and how the functions of the Inspectors General should be coordinated with those of both the General Counsels and the agency ethics officials, especially with regard to the conflicts of interest laws. Thereafter, there will be a discussion of potential problem areas associated with a Presidential transition and what actions should be taken to insure that bottlenecks in the Presidential appointment process do not occur.

The afternoon session will feature a prominent keynote speaker. The remainder of the afternoon will include a series of workshops led by OGE representatives on:

- Revised SF 278 form and accompanying instructions.
- New OGE Regulations implementing Pub. L. 98-150.
- Setting up and maintaining an agency ethics program.

Please take this opportunity to mark the date of the conference on your calendar. Formal conference announcement with registration information will be mailed in mid-August, 1984.

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